

**2012 State Damage Prevention Program Grants Progress Report**  
**Funding Opportunity Number: DTPH56-11-SN-000003**  
**CFDA Number: 20.720**

**Award Number:** DTPH56-12-G-PHPS02     \$88,150.00  
**Effective Date:** September 01, 2012  
**Project Title:** Utility Notification Center of Colorado State Damage Prevention  
  
**Date Submitted:** March 26, 2013  
  
**Submitted by:** J.D. Maniscalco  
Executive Director, Utility Notification Center of Colorado (Colorado 811)

**Specific Objective(s) of the Agreement**

*[Cut and paste from Article II, Section 2.03 of your agreement.]*

**Section 2.03 Specific Objective(s) of the Agreement**

Under this grant agreement, UNCC will:

- Foster Support and Partnership with Stakeholders (See Element 2)
- Support a Damage Prevention Education Program for industry stakeholders (See Element 4)
- Support Public Awareness and Stakeholder Education (See Element 5)
- Review the Effectiveness of Damage Prevention Programs (See Element 9) **NOT FUNDED**

**Workscope**

*[Cut and paste from Article III. Workscope of your agreement.]*

**Article III. Workscope**

Under the terms of this grant agreement, the Grantee will address the following elements listed in 49 USC §60134 through the actions it has specified in its Application.

- Element (2): A process for fostering and ensuring the support and partnership of stakeholders, including excavators, operators, locators, designers, and local government in all phases of the program.
- Element (4): Participation by operators, excavators, and other stakeholders in the development and implementation of effective employee training programs to ensure that operators, the one call center, the enforcing agency, and the excavators have partnered to design and implement training for the employees of operators, excavators, and locators.
- Element (5): A process for fostering and ensuring active participation by all stakeholders in public education for damage prevention activities.
- Element (9): A process for review and analysis of the effectiveness of each program element, including a means for implementing improvements identified by such program reviews. **NOT FUNDED**

**Note: Each element in the Specific Objectives aligns with a respective element in the Workscope.** Further reference to accomplishments and future plans will reference only the Specific Objectives.

**Accomplishments for this period (Item 1 under Article IX, Section 9.01 Progress Report:  
“A comparison of actual accomplishments to the objectives established for the period.”)**

*[How are you progressing on each of the items/elements provided in the “Specific Objectives” and “Workscope”? Start with an overall description followed by item-by-item or element-by-element detail if possible.]*

**Progress Overview**

Our sincere apologies for the lateness of this progress report due March 01, 2013.

Although the 2012 grant agreement was signed and approved on September 01, 2012, CO811 did not receive the first half of the 2012 grant funding until March 07, 2013. As such we do not have any work progress to report to PHMSA other than the receipt of the grant funds. The delay in receiving the grant funds was due to our confusion in properly setting up and using the new Electronic Invoice System. Please note that CO811 did submit a funding request (using the procedure from past years) in September 2012, and then waited patiently for notice of the funding. We receive notification in January 2013 that we did not follow the new process.

For a brief status, CO811 is currently coordinating with the Damage Prevention Action Team (DPAT) and the 15 Damage Prevention Councils (DPCs) around the state to arrange two primary public awareness activities for the spring of 2013:

(Element 5)

The statewide public awareness media campaign for April Dig Awareness Month

The local public awareness education programs for spring 2013 (conducted by DPCs)

In addition, we have kicked off the Stakeholder Education Program with:

(Element 4)

Conducted initial meeting to discuss the development of the new “Excavation Best Practices” traveling course and delivery of this course and the “One Call” course from 2011.

Our primary focus over the next 2-3 months will be managing and delivering these activities.

No invoices have been submitted as of March 26, 2013 and so no grant funds have been expended.

**Quantifiable Metrics/Measures of Effectiveness (Item 2 under Article IX, Section 9.01 Project Report: “Where the output of the project can be quantified, a computation of the cost per unit of output.”)**

*[This is difficult to explain across the board, but we’re trying to get a gauge for how effective this grant work is in improving your program. If your grant is more data oriented, you likely had some sort of metrics in mind to improve upon. If so, what were those metrics and how is the data looking now compared to when the program started? If you’re doing something along the lines of enforcement that involves incident review, how many cases have you been able to review/close and/or fines collected compared to before the grant work? If you pitched something more along the lines of public awareness, to how many stakeholders have you been able to reach? Even if you don’t have the metrics fully defined, put whatever you can here.]*

There are no quantifiable metrics to report at this time since the grant funds were received on March 07, 2013. The work is just getting started and we should be moving forward with programs in April 2013.

**Issues, Problems or Challenges (Item 3 under Article IX, Section 9.01 Project Report: “The reasons for slippage if established objectives were not met. “)**

*[If the project is progressing on schedule, simply state that there are no issues, problems or challenge to report. If there have been delays for any reason, explain what they are and how that may impact the grant work. For instance, with some States, even after an agreement is in place, it has to be sent back to the Governor’s office for approval, which takes more time than originally anticipated. Even if work begins right away after the agreement is in place, other delays can be caused by personnel changes or simply having a better understanding of the effort required once the work is underway. ]*

The first issue to report is the delay in receiving the first half of the grant funds. The new E-Invoicing System issues are resolved and the funds were received on March 07, 2013. Although we will start the 2012 PHMSA grant programs in the spring of 2013, we do not anticipate any issues with completing all programs by the September 01, 2013 grant deadline.

The second issue to report is that the 4<sup>th</sup> Objective, Review the Effectiveness of Damage Prevention Programs, was not funded by PHMSA in 2012 as requested in the application. As such, **Objective 4 is no longer a funded Objective defined by the grant agreement.**

A significant effort is required to administer these programs, comply with all federal requirements, and assess the quantifiable metrics to ensure that the funded objectives result in effective improvement of our Damage Prevention Programs. While PHMSA has chosen to no longer fund this integral part of the improvement process, CO811 sees no other choice than to perform this step and will therefore self-fund the work to assess our efforts and produce the valuable metrics and information that we have provided in past years. We hope that PHMSA will reconsider this necessary objective in future years.

There are no other issues, problems or challenges to report.

## Mid-term Financial Status Report

*[Per the instructions in Article IX, [Section 9.03](#) of your agreement (included below), the financial status report should go to the Agreement Administrator (AA). For this section of the progress report, simply state "The mid-term financial report has been sent as a separate attachment to the AA.". However, if there are any issues with the Financial Status Report or additional explanation is needed, please provide that information here. If there are any delays for whatever reasons, these should be communicated to the AA and AOTR in advance.*

*From Article IX, [Section 9.03](#) of your agreement: "During the performance of the grant, the Grantee must submit a mid-term Financial Status Report, Standard Form 425 (SF-425), to report the status of funds. In addition to SF-425, the Grantee should provide the break down of costs for each object class category (Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual, Other, and Indirect Charges). This report must be submitted to the AA in electronic form via e-mail no later than [refer to your agreement for date.]"*

The mid-term financial report has been sent as a separate attachment to the AA.

The following table defines the funding approved for each objective under the grant agreement.

2012 PHMSA Grant Funding Summary	Program Item	Budget	Expended	Available
Objective 1) Foster Support and Partnership with Stakeholders	<b>Element 2</b>		To March 26, 2013	
	DPAT Meeting Support	\$1,200.00	\$0.00	\$1,200.00
Objective 2) Support Damage Prevention Education Program for industry stakeholders	<b>Element 4</b>			
	Develop new "Best Practice" program	\$7,650.00	\$0.00	\$7,650.00
	Deliver 2 Stakeholder programs	\$18,105.00	\$0.00	\$18,105.00
	Administer and assess 2 programs and Instructors	\$3,400.00	\$0.00	\$3,400.00
	Laser printer to print program material	\$1,000.00	\$0.00	\$1,000.00
	Printing supplies (paper, ink cartridge)	\$3,290.00	\$0.00	\$3,290.00
	Travel expenses to deliver program	\$4,505.00	\$0.00	\$4,505.00
	Software development to support education	\$7,500.00	\$0.00	\$7,500.00
Objective 3) Support Public Awareness and Stakeholder Education	<b>Element 5</b>			
	Statewide Public Awareness media campaign	\$18,000.00	\$0.00	\$18,000.00
	Local Public Awareness and Education programs	\$20,000.00	\$0.00	\$20,000.00
	School education handout materials	\$3,500.00	\$0.00	\$3,500.00
Objective 4) Review Effectiveness of Damage Prevention Programs	<b>Element 9 - NOT FUNDED</b>			
	Write 2 required reports and assess quantifiable metrics	\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>\$88,150.00</b>	<b>\$0.00</b>	<b>\$88,150.00</b>

## **Plans for Next Period (Remainder of Grant)**

*[In most cases, this section should just mention your plans for the remainder of the project. However, if you need to change the workscope at all for any reason, including whether you need to modify, remove, or add items, please explain.]*

### **Objective 1) Foster Support and Partnership with Stakeholders**

DPAT Support

Fall DPAT meeting – October 2013

Review DPC and statewide public awareness programs

Review County DP Report Cards

Discuss and plan DP activities for 2014

### **Objective 2) Implement the Damage Prevention Stakeholder Education Program**

Implement and deliver DP Stakeholder Education Program

Develop “Excavation Best Practices” course – this is a second course

Deliver “One Call” Education Course to 15 DPC locations

Deliver “Excavation Best Practices” Education Courses to 15 DPC locations

Perform educational program and instructor evaluations

### **Objective 3) Support Public Awareness and Stakeholder Education**

Statewide and Local public awareness support

Support for fall and winter statewide Public Awareness Programs

(April Dig Awareness Month and August 811 Day)

Support for fall and winter local DPC Public Awareness and Education Programs

### **Objective 4) Review the Effectiveness of Damage Prevention Programs**

**This objective is no longer funded**

Review County DP Report Cards and DP public awareness and stakeholder education program effectiveness results with all DPCs

## **Requests of the AOTR and/or PHMSA**

*[In most cases, any questions or actions requested of the AOTR and PHMSA (such as grant modifications in anyway) should have been addressed in advance of filing the report. If this is the case, simply state “No actions requested at this time” or explain any actions that are currently in process. However, if something has come up recently, or if you haven’t been able to discuss with the AOTR yet, please describe here. ]*

No Requests